



EL-13: Consultation

When an SMS is established, changed, or reviewed, OTHR is required to consult with key personnel which may include:

- Regulatory authorities;
- Personnel likely to be affected by the SMS (principally rail safety workers);
- Health and Safety Representatives;
- Local government and state organisation; and
- Other, rail transport operators with which the OTHR interacts.

The following have been identified as relevant contacts to be consulted with, when reviewing or varying relevant parts of OTHR's SMS:

- OTHR Members and contractors;
- Regulatory Authorities ONRSR, WH&S, Dep Fair Trading, NSW Heritage Council;
- Oberon Local Council where road or public interfaces may be affected;
- Roads and Maritime where road or public interfaces may be affected;
- Police, Ambulance and Fire Services where Emergency and Security Management are affected;
- John Holland Rail for changes to access and changes to accreditation; and
- Adjoining property owners and land users where operations may impact on them.

OTHR will use the following methods of consultation:

- Risk assessment as part of the change management process, key stakeholders are included in the risk management process;
- Regular Member and/or toolbox meetings;
- Information on Notice Boards or websites seeking feedback from Members and contractors; and
- Emails to OTHR Members and contractors.

Version No	1.0	Version Date:	1 July 2021
Approved By:	OTHR Management Committee		

This document is uncontrolled when printed